

EDI Formats

January 18, 2011

Appendix A

EDI Formats

File and Folder (Directory) Names

The Federal Aviation Administration (FAA) National Aeronautical Navigation Products (AeroNav Products) Logistics Group produces and distributes aeronautical charts and related products in both paper and electronic form. It also distributes NOAA National Ocean Service nautical navigational products and NGA aeronautical and nautical charts. The Automated Distribution System (ADS) application supports the efforts of the AeroNav Products Logistics Group to sell and distribute NOAA aeronautical and nautical charts, related publications, and the National Geospatial-Intelligence (NGA) aeronautical and nautical products produced for public sale. The ADS maintains a database of product information and inventories on all products and stores addresses, billing, and order information. The ADS supports the timely distribution of date sensitive charts and publications, maintenance, and production of current inventory and revenue information. It also supports the electronic transmission of order filling, and shipping information to NACG.

This document describes procedures for electronic data transmission to contractors, confirming orders and submitting manifests. Each contractors' part of our ftp site will be organized in the same way.

Note about file names: **bold** indicates a literal name; *italic* indicates a format.

FTP site structure

Each contractor will have a folder (directory) in our ftp site labeled with the contractor's name. The contractor folder will have subfolders named **EDIfiles**, **confirmation** and **manifests** (if the contractor prepares manifests). The folder **EDIfiles** will have subfolders named by date (*yyyymm*).

EDI files

The FAA will place EDI files into the appropriate date subfolder of the **EDIfiles** folder. The contractor should not place any files into the **EDIfiles** folder, including subfolders.

Here is an example of an EDI file name:

yyyymmddhhmm_cyc_8_1z_so.cust

yyyymmddhhmm is year, month, date, hour and minute.

cyc is for cycle orders.

_8 is the warehouse number; substitute as appropriate

_1z is the cycle group; substitute as appropriate; omit for daily orders.

_so is for standing orders; substitute **sb** for subscription orders; omit for files having both so's and subs.

cust is for the customer file; substitute **prod** for the product file.

EDI files will be formatted according to "Format for Transmitting Data to Fulfill Orders" (attached).

EDI Formats

File and Folder (Directory) Names

Confirmation files

Confirmation information for an order should be returned to NACG within 24 hours of shipment of the order.

The contractor will place its confirmation file into the **confirmation** folder. The confirmation file will be named as follows:

date_cyclegroup.cfm

where *date* has the format *yyyymmdd*; omit *cyclegroup* if the file contains orders from more than one cycle group. No other file types should be placed into the **confirmation** folder.

Confirmation files will be formatted according to "Format for Transmitting Confirmation Data" (attached).

Manifest files

Contractors that submit manifests will have a **manifests** subfolder under their contractor folder in our ftp site. Manifests should be placed into the **manifests** folder. Manifest files will be named as follows:

date_type.man

No other file types should be placed into the **manifests** folder.

EDI Formats

Order Fulfillment Data

File Formats

This section describes formats for data required by contractors to fulfill orders. The data will be transmitted as two separate files, one containing customer information, the other product information. (See the *File and Folder Names* section above for file names.)

Table 1 is the identifier that will identify each record as a customer or product record; it will serve to check whether records appear in the correct file. Table 2 lists values of the product flag. Table 3 lists values of the shipping codes used in the customer file. Table 4 shows customer and order information, and Table 5 shows product information to be transmitted to the contractor.

Records are separated by a carriage return and line feed. Fields are variable length. They are separated by ‘®’ (ASCII character 174).

Note that all money amounts are in “currency” format, which means two decimal places.

Table 1
Record Type

Code	Record Type
C	Customer
P	Product

Table 2
Product Flag

Flag	Product Type
F	Folded
L	Flat
B	Bound
T	Translucent
D	Digital
R	Forms

EDI Formats

Order Fulfillment Data

Table 3

Shipping Codes

Shipping Code	Service
AF	Air Freight
CD	Courier Delivery
CS	Canadian Service (shipper defined by NOAA)
F	USPS First Class
FA	USPS International Air
FAPP	USPS International Air Parcel Post
FE	Federal Express
FZ	First Class, Zoned
IFE	International Federal Express
IPA	USPS International Priority Air
P	USPS Priority Mail
PU	Hold for Pick Up
RC	RPS Commercial
RCS	RPS Canada
RR	RPS Residential
T	Truck
U	UPS
U1	UPS Next Day
U2	UPS 2-Day
UC3	UPS 3-Day Commercial
UC	UPS Commercial
UR	UPS Residential

EDI Formats

Order Fulfillment Data

Table 4

Customer and Order Information File

Field Name	Maximum Field Length	Format
Record Type (See Table 1)	1	Alphanumeric
Customer ID	10	Alphanumeric
Order ID	10	Alphanumeric
Purchase Order Number	15	Alphanumeric
Handling & Shipping	6	Currency
Amount Paid	10	Alphanumeric
Amount Due	10	Alphanumeric
Attention	32	Alphanumeric
Name	32	Alphanumeric
Address1	40	Alphanumeric
Address2	40	Alphanumeric
Address3	40	Alphanumeric
City	25	Alphanumeric
State	2	Alphanumeric
Zip	10	Alphanumeric
Country	32	Alphanumeric
Shipping Method	4	Alphanumeric
Special Instructions/Remarks	80	Alphanumeric
Refund Amount	8	Currency
Invoice Amount	10	Currency
Bill Flag	1	Y/N
Back Order Credit	8	Currency
Invoice Total	12	Currency
Subscription Amount	10	Currency
Value of Shipment	10	Currency
Total Amount	12	Currency

EDI Formats

Order Fulfillment Data

Table 5

Product Information File

Field Name	Maximum Field Length	Format
Record Type (See Table 1)	1	Alphanumeric
Customer ID	10	Alphanumeric
Order ID	10	Alphanumeric
Product ID	10	Alphanumeric
Product Description	30	Alphanumeric
Edition	4	Integer
Quantity	6	Integer
Discount Percent	3	Percent
Bin Location	10	Alphanumeric
Back Order Flag	6	Alphanumeric
Product Flag (see Table 2)	1	Alphanumeric
Pay Amount	10	Currency
Unit Amount	10	Currency
Unit Weight (Ounces)	6	Decimal (xxxx.x)

EDI Formats

Confirmation Data

This section describes data formats to be used by contractors in transmitting confirmation files to the FAA. (See the *File and Folder Names* section above for file names.) Table 3 above lists values of the shipping codes. Table 6 shows confirmation data formats.

Records are separated by a carriage return and line feed. Fields are variable length. They are separated by ‘®’ (ASCII character 174) , which cannot be typed on a keyboard. It should thus be impossible for it to be entered into the database inadvertently.

Table 6

Confirmation File

Field Name	Maximum Field Length	Format
Order ID	10	Alphanumeric
Sequence Number	4	Alphanumeric
Ship Date (yyyymmdd)	8	Alphanumeric
Shipping Code	4	Alphanumeric
Tracking Number	22	Alphanumeric
Weight (Ounces)	6	Decimal (xxxx.x)
Bill Flag	1	Y/N

Format for NGA Product and Customer Address Files

All files are located on NGA's FTP server and are in TEXT format.

Product File –

<u>Title</u>	<u>Column #'s</u>
DODAAC or Account Number	1 – 6
Stock Number	7 – 21
Quantity	22 - 26
Blank	27
Weight (Pounds)	28 – 32
Weight (Ounces)	33 – 34
Number of Extra Labels	35 – 36
Mode Code	37
NGA's Internal Producer Code	38

Address File

<u>Title</u>	<u>Column #'s</u>
B (Indicates Account Number)	1 – 6
C (Indicates Customer Address, 3 – 9 lines)	7 - 50

National Aeronautical Navigation Products

Print Orders Report

Appendix C

PO: 5085

P.O. Date: 31-Aug-2006

Vendor: 3 (Bindagraphics Inc)

SKU Code	Edition #	Total Printed	Shelf Stock	Vendor Part No.	NIMA Lot Number
AREA	104	34357	518	ENRXXUSLCHTAA1	
AREA1X	104	0	0		
AREA2X	104	0	0		
AREAZ	104	12	10		
EHAK1	104	8226	152	ENRXXAKHCHT1	
EHAK1Z	104	11	10		
EHUS1	104	31053	409	ENRXXUSHCHT01	
EHUS10X	104	60	20		
EHUS11	104	30649	459	ENRXXUSHCHT11	
EHUS11X	104	41	14		
EHUS11Z	104	11	10		
EHUS1X	104	15	5		
EHUS1Z	104	19	10		
EHUS2X	104	15	5		
EHUS3	104	35222	459	ENRXXUSHCHT03	
EHUS3X	104	17	3		
EHUS3Z	104	11	10		
EHUS4X	104	6	1		
EHUS5	104	36132	460	ENRXXUSHCHT05	
EHUS5X	104	42	12		
EHUS5Z	104	11	10		
EHUS6X	104	46	11		
EHUS7	104	35444	509	ENRXXUSHCHT07	
EHUS7X	104	53	18		
EHUS7Z	104	11	10		
EHUS8X	104	83	28		
EHUS9	104	34803	510	ENRXXUSHCHT09	
EHUS9X	104	90	30		
EHUS9Z	104	11	10		
ELAK1	104	9528	253	ENRXXAKLCHT01	
ELAK1Z	104	11	10		
ELAK3	104	9653	253	ENRXXAKLCHT03	
ELAK3Z	104	11	10		
ELUS1	104	33484	915	ENRXXUSLCHT01	
ELUS11	104	35779	1018		
ELUS11Z	104	12	10		
ELUS13	104	45417	1220	ENRXXUSLCHT13	
ELUS13X	104	0	0		
ELUS13Z	104	12	10		
ELUS14X	104	12	4		
ELUS15	104	36124	914	ENRXXUSLCHT15	
ELUS15Z	104	12	10		
ELUS16X	104	1	1		
ELUS17	104	48924	1220	ENRXXUSLCHT17	
ELUS17X	104	15	5		
ELUS17Z	104	12	10		
ELUS18X	104	39	13		
ELUS19	104	46747	1418	ENRXXUSLCHT19	
ELUS19X	104	50	17		
ELUS19Z	104	12	10		
ELUS1Z	104	12	10		
ELUS20X	104	35	12		
ELUS21	104	43774	1321		
ELUS21X	104	0	0		
ELUS21Z	104	12	10		
ELUS22X	104	6	2		
ELUS23	104	41255	1322		
ELUS23X	104	6	3		
ELUS23Z	104	12	10		
ELUS24X	104	5	2		

National Aeronautical Navigation Products

Print Orders Report

Appendix C

PO: 5085

P.O. Date: 31-Aug-2006

Vendor: 3 (Bindagraphics Inc)

SKU Code	Edition #	Total Printed	Shelf Stock	Vendor Part No.	NIMA Lot Number
ELUS25	104	33743	1018	ENRXXUSLCHT25	
ELUS25X	104	16	8		
ELUS25Z	104	12	10		
ELUS26X	104	6	2		
ELUS27	104	38532	1020	ENRXXUSLCHT27	
ELUS27X	104	8	4		
ELUS27Z	104	12	10		
ELUS28X	104	6	2		
ELUS3	104	37286	1016	ENRXXUSLCHT03	
ELUS3Z	104	24	10		
ELUS5	104	37749	1013	ENRXXUSLCHT05	
ELUS5Z	104	17	10		
ELUS6X	104	4	2		
ELUS7	104	30129	861	ENRXXUSLCHT07	
ELUS7Z	104	13	10		
ELUS9	104	32338	1013	ENRXXUSLCHT09	
ELUS9X	104	2	1		
ELUS9Z	104	13	10		

Grand Total of Total Printed = 807333

Enroute Printing And Distribution Contract Call Order #1

Contracting Agency: U.S. Department of Transportation/Federal Aviation Administration
Mission Support Services
National Aeronautical Navigation Products, AJV-31
1305 East West Highway
Silver Spring, Maryland 20910-3281

Contractor: Acme Map Incorporated
1234 No Where Street
Anywhere, USA

Contract Number: DTFA-02-01-C-00000 Contract COTR: Kathleen Duchelle AJV-31	Starting Date: October 16, 2001 Completion Date: October 24, 001 Effective Date: November 1, 2001
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To: Acme Map Incorporated:

1. For an abstract of this task, see the attached Print Order that lists the completed quantity requirements.
2. Please review this Call Order. When it is approved, please sign and fax it to Mary Collins at **405-954-7859**.
3. The Contracting Officer's Technical Representative (COTR) signature, Kathleen Duchelle (301-427-5177) and the Contracting Officer's signature, Mary Collins (405-954-7859) constitutes your authority to proceed with this task. Do not exceed the authorized cost without an authorized amendment to this document.
4. Complete the task as per Section 8.0 "Performance Schedule" of the contract.
5. Technical Points of Contact: Film/Printing – Barry Lewis at 301-344-6414; Distribution - Tew Vises at 301-344-6314, or Jeanne Koennel at 301-344-6311.

COTR Authorized Cost: \$ 000,000 Award # - DTFA-02-01-F-10000

Accounting Data: 1A.X01-.0--.---.44P---.8W24--.2409.480100.S---.2.5A21-----
SSC: 693280 (AJW-531B)

COTR Approval: _____ Date: _____

Contracting Officer
Authorization: _____ Date: _____

Contractor Approval: _____ Date: _____

NOTE: Nothing contained in this Call Order constitutes authority for the Contractor to exceed the dollar amount presently available for performance of this contract, as set forth in the contract.

FSC 9310
Map Paper

CHEMICAL WOOD MAP, LITHOGRAPHIC-FINISH

JCP E40
February 1, 1999

Use information: This paragraph is informational only and is not exclusively definitive of the end use.

For high quality multicolor offset printing of maps, folded inserts, etc., requiring good folding endurance. Printed matter may include text, line illustrations, and halftones up to 150-line screen.

Stock: 100 pct bleached chemical woodpulp. The use of melamine-formaldehyde or any material that releases formaldehyde into the atmosphere at concentration of 0.1 ppm or greater shall not be permitted in the manufacture of this paper.

*Note:*¹ Not less than 20 pct postconsumer fiber. Any percent over 20 percentage points, is encouraged, provided that the requirements of this Standard are met.

Acidity: pH value by cold extraction shall be not less than 4.8.

Grammage (g/m ²)	75	83
Basis weight: 17 by 22 inches, 500 sheets (pounds)	20	22

A tolerance of ± 5 pct shall be allowed.

Wet tensile strength: Average not less than—		
Machine direction (kN/m)	0.5	0.7
Cross direction (kN/m)	0.25	0.35
Equivalent—		
Machine direction (kg/in)	1.4	1.8
Cross direction (kg/in)	0.64	0.90

Folding endurance: Average, each direction, not less than—		
M.I.T. (double folds)	150	175
Schopper (double folds)	200	230

Bursting strength: Average, not less than—		
Dry (kPa)	200	230
Wet (kPa)	20	23
Equivalent—		
Dry (lb/in ²)	29	33
Wet (lb/in ²)	3.0	3.3

Opacity: Average, not less than (percent)	90	91
No individual specimen shall average less than (percent)	88	89

Thickness: Average (mm)	0.090	0.095
Equivalent (inch)	0.0035	0.0037

A tolerance of ± 0.013 mm (0.0005 inch) shall be allowed. Paper shall be uniform and shall not vary more than 0.011 mm (0.0004 inch) from one edge to the other.

Water resistance: Average, not less than (seconds)	25	30
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Smoothness: Average, each side (units)	110 to 80	110 to 80
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Writing quality: Characters written with ball point and felt tip pens shall be clear cut and free from excessive feathering.

Erasing quality: Paper shall retain good ruling, writing, and typing quality, texture, and surface appearance, without ink spreading after repeated erasures. After erasures and burnishing, texture shall permit redrawing of sharp lines in ink.

Blocking: Sheets shall not stick together after being wet with water and then allowed to dry in contact with other sheets of the same paper.

General appearance: Paper shall conform to the standard sample(s) adopted by the Government.

Color: The paper in the order (or publication) shall be uniform with a target brightness of 81 pct. The color variation shall not exceed DE(CIELAB)=1.0.

Formation: Shall be uniform.

Cleanliness: The dirt count for each side of the paper shall not exceed 100 specks per square meter. No sample sheet (600 to 650 cm² in size) shall contain more than one defect with an equivalent area of 0.25 mm² or greater.

Sampling and testing: Shall be conducted in accordance with standards in Part 2, *Government Paper Specification Standards*.

Unless otherwise specified, the following is automatically waived when printing or duplicating is to be accomplished on commercial contract

Equilibrium relative humidity: Shall be 45 pct ± 5 pct at 23°C $\pm 2^\circ\text{C}$.¹

Sizing: Paper shall be surface- and internal-sized suitable for satisfactory printing on both sides of the paper on high-speed offset presses equipped with continuous flow or brush dampening systems.

Color: Shall match the Government's standard sample for color. A deviation of DE(CIELAB)=3.0 from the color standard is allowed.

For information only, the CIELAB values (Ill D65, 10° observer) of the color standard are

$L^*=93.5$
 $a^*=-0.5$
 $b^*=1.5$

Curl: Paper shall lie flat with either no tendency to curl or with a curl which can be overcome under reasonable working conditions.

Surface: Shall be free from lint, fuzz, or any particles which will pick, lift, fluff, or pile on the blanket under normal press conditions.

Size and trim: Sheets: Paper shall be furnished in the size(s) ordered and shall be flat, trimmed square on four sides with clean smooth edges, and evenly jogged. A tolerance of ± 2 mm ($\frac{1}{16}$ inch) shall be allowed except for sheets 216 by 356 mm (8½ by 14 inches) or less; then a tolerance of ± 1 mm ($\frac{1}{32}$ inch) shall be allowed. Successive sheets within any package shall not differ from each other by more than 0.5 mm ($\frac{1}{64}$ inch). Paper with the long dimension 813 mm (32 inches) or less shall be considered square if the variation does not exceed 1 mm ($\frac{1}{32}$ inch); over 813 mm (32 inches), 2 mm ($\frac{1}{16}$ inch).

Grain: Direction of the grain on flat paper shall be as ordered.

Mill inspection: Uniformity of color, thickness, and equilibrium relative humidity; freedom from foreign matter, either loose or attached to the paper; and absence of mechanical defects such as wrinkles, cuts, slime holes, partial sheets, and dogears; are all very important. Manufacturers are required to make such inspections and tests as will assure freedom from defects in these characteristics.

¹ This requirement may be waived when so stated in the procurement document. If waived, the following is applicable:

Pressroom conditions: The bulk of this paper will be used in air-conditioned pressrooms maintained at 24°C $\pm 2^\circ\text{C}$ and 45 pct ± 8 pct relative humidity.

FSC 7530
Bond Paper
25% TRANSLUCENT BOND
JCP G50
February 1, 1999

Use information: This paragraph is informational only and is not exclusively definitive of the end use.

For offset printing, generally face only, of open master forms, etc., which are used for duplicating in the ammonia process of reproduction. Printed matter may include text and line illustrations.

Stock: Not less than 25 pct cotton or linen fibers. Groundwood pulp, not to exceed 1 pct.

*Note:*¹ *Postconsumer recovered fiber, in any percentage, is encouraged, provided that the requirements of this Standard are met.*

Acidity: pH value shall average not less than 5.0.

Rosin: Average not to exceed 2.0 pct for papers having pH value less than 6.5.

Grammage (g/m ²)	60
Basis weight: 17 by 22 inches, 500 sheets (pounds)	16
A tolerance of ± 5 pct shall be allowed.	

Folding endurance: Average, each direction, not less than—	
M.I.T. (double fold)	75
Schopper (double fold)	75

Opacity: Average, not to exceed (percent)	70
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Note: The paper should freely transmit ultra-violet light in near visible portion of the spectrum. It should retain its ultra-violet light transparency with age, remaining free from that degree of discoloration which would materially reduce its printing speed. If treated to aid transparency, the materials used shall not cause bleeding or feathering of the image nor offsetting in the files.

Ruling and writing qualities: Lines ruled and characters written with ball point and felt tip pens shall be clear cut and free from excessive feathering.

Erasing quality: Paper shall retain good ruling, writing, and typing quality, texture, and surface appearance, without ink spreading after repeated erasures. Samples from the delivery shall show no greater resistance than the standard sample to removal by abrasion of typewritten characters.

Watermark: Paper shall not be watermarked.

Curl: Paper shall lie flat before and after processing through a high speed copier or laser printer with either no tendency to curl or with a curl which can be overcome under reasonable working conditions.

General appearance: Paper shall conform to the standard sample(s) adopted by the Government.

Color: The paper in the order (or publication) shall be uniform with a target brightness of 80 pct. The color variation shall not exceed DE(CIELAB)=1.0.

Finish and formation: Shall be uniform.

Cleanliness: The dirt count for each side of the paper shall not exceed 250 specks per square meter. No sample sheet (600 to 650 cm² in size) shall contain more than one defect with an equivalent area of 0.25 mm² or greater.

Sampling and testing: Shall be conducted in accordance with standards in Part 2, *Government Paper Specification Standards*.

Unless otherwise specified, the following is automatically waived when printing or duplicating is to be accomplished on commercial contract

Equilibrium relative humidity: Shall be 45 pct ± 8 pct at 23°C ± 2 °C.²

Sizing: Paper shall be surface- and internal-sized suitable for satisfactory printing on both sides of the paper on high-speed offset presses equipped with continuous flow or brush dampening systems.

Color: Shall match the Government's standard sample for color. A deviation of DE(CIELAB)=3.0 from the color standard is allowed.

Surface: Shall be free from lint, fuzz, or any particles which will pick, lift, fluff, or pile on the blanket under normal press conditions. Paper shall lie flat with either no tendency to curl or with

a curl which can be overcome under reasonable working conditions.

Size and trim: Sheets: Paper shall be furnished in the size(s) ordered and shall be flat, trimmed square on four sides with clean smooth edges, and evenly jogged. A tolerance of ± 2 mm ($\frac{1}{16}$ inch) shall be allowed except for sheets 216 by 356 mm (8½ by 14 inches) or less; then a tolerance of ± 1 mm ($\frac{1}{32}$ inch) shall be allowed. Successive sheets within any package shall not differ from each other by more than 0.5 mm ($\frac{1}{64}$ inch). Paper with the long dimension 813 mm (32 inches) or less shall be considered square if the variation does not exceed 1 mm ($\frac{1}{32}$ inch); over 813 mm (32 inches), 2 mm ($\frac{1}{16}$ inch).

Grain: Direction of the grain on flat paper shall be as ordered.

¹This grade is typically a low Government usage paper and currently not readily and/or economically available with postconsumer recovered fiber content. If a postconsumer fiber content is desired in the paper, that number will be stated in the procurement document. Note, recovered material (cotton/linen) is not a postconsumer recovered fiber.

²This requirement may be waived when so stated in the procurement document. If waived, the following is applicable: Pressroom conditions: The bulk of this paper will be used in air-conditioned pressrooms maintained at 24°C ± 2 °C and 45 ± 8 pct relative humidity.

**ESTIMATED CHART QUANTITIES AND COLLATION QUANTITIES EACH PRINTING CYCLE
FOR SECTION TWO**

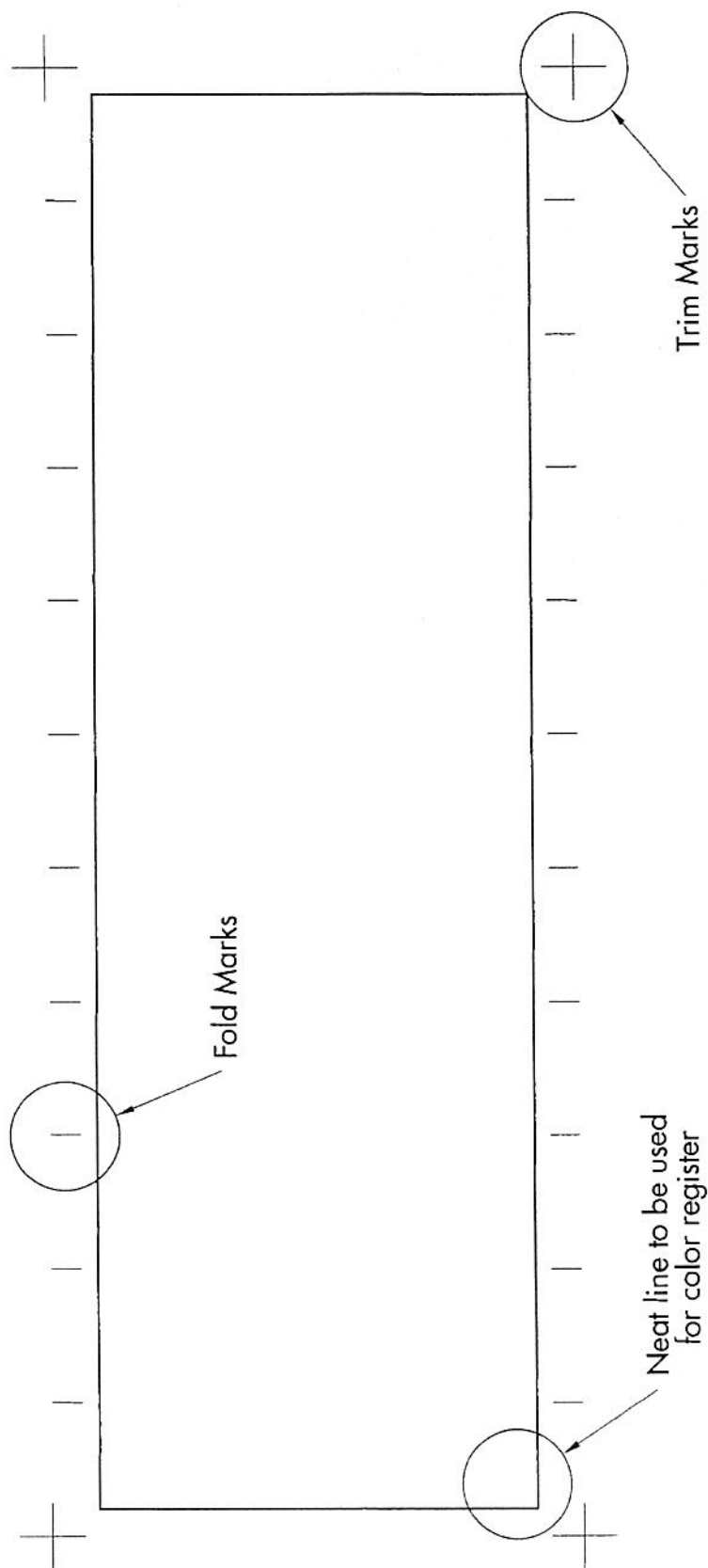
Solicitation Note: These quantities are presented only as rough approximations of the expected scope of the contract. Print quantities vary from cycle to cycle, and print totals vary from year. As shown in the solicitation setting forth the evaluation factors for award, the estimated quantities to be used for bid evaluation amount to 850,000 copies per cycle on E40 paper.

Printing, Trimming, and Folding Quantities - ESTIMATED

	Product	E40 Paper Shipped Folded	Shipped Flat	*G50 Paper Shipped Flat Face/Back	Total Quantities	Average Total Quantities for 2006
1	Area 1/2	34,357	12	0 / 0	34,369	34,948
2	ELUS 1/2	33,484	12	0 / 0	33,496	33,568
	ELUS 3/4	37,286	24	0 / 0	37,310	37,072
	ELUS 5/6	37,749	17	0 / 4	37,770	37,568
	ELUS 7/8	30,129	13	0 / 0	30,142	30,078
	ELUS 9/10	32,338	13	2 / 0	32,353	32,319
	ELUS 11/12	35,779	12	0 / 0	35,791	35,958
	ELUS 13/14	45,417	12	0 / 12	45,441	45,644
	ELUS 15/16	36,124	12	0 / 1	36,137	36,078
	ELUS 17/18	48,924	12	15 / 39	48,990	47,665
	ELUS 19/20	46,747	12	50 / 35	46,844	47,309
	ELUS 21/22	43,774	12	0 / 6	43,792	44,157
	ELUS 23/24	41,255	12	6 / 5	41,278	41,661
	ELUS 25/26	33,743	12	16 / 6	33,777	33,885
	ELUS 27/28	38,532	12	8 / 6	38,558	38,780
	ELUS 29/30	43,774	12	0 / 6	43,792	44,157
	ELUS 31/32	41,255	12	6 / 5	41,278	41,661
	ELUS 33/34	33,743	12	16 / 6	33,777	33,885
	ELUS 35/36	38,532	12	8 / 6	38,558	38,780
3	EHUS 1/2	31,053	19	15 / 15	31,102	31,407
	EHUS 3/4	35,222	11	17 / 6	35,256	35,639
	EHUS 5/6	36,132	11	42 / 46	36,231	36,465
	EHUS 7/8	35,444	11	53 / 83	35,591	35,604
	EHUS 9/10	34,803	11	90 / 60	34,964	35,093
	EHUS 11/12	30,649	11	41 / 0	30,701	30,995
4	ELAK 1/2	9,528	11	0 / 0	9,539	9,529
	ELAK 3/4	9,653	11	0 / 0	9,664	9,699
5	EHAK 1/2	8,226	11	0 / 0	8,237	8,286
6	EPHI1	350	12	0 / 0	362	N/A
7	ELCB1	750	12	0 / 0	762	N/A
	ELCB3	750	24	0 / 0	774	N/A
	ELCB5	750	17	0 / 0	771	N/A
	ELCBA1	750	13	0 / 0	763	N/A
Total =		967,002	432	732	968,170	967,890

* The quantities noted for G50 paper are printed on one side only. The notation 3/4 on ELCB5, for example, means 3 charts are requested for EHUS 5 and 4 charts are requested for EHUS 6.

CHART TRIMMING/FOLDING DIAGRAM



APPENDIX I

FAA Mission Support Services
AeroNav Products
Logistics Group
Distribution Team AJV-372
10201 Good Luck Road
Glenn Dale, MD 20769-9700

SPORTYS PILOT SHOP
SPORTYS PILOT SHOP
2001 SPORTYS DR

BATAVIA, OH 45103
United States

Date: 2004-01-28
Order No.: T5265318
Customer No.: 147655
P.O. No.:
Shipping Method:
1

Special Instructions/Remarks:

Shipment contains navigational maps, charts, publications, and related materials produced in the USA. Questions about this order? Call 1 (800) 638-8972

Product	Edition	Description	Qty
EHAK1	131	ENROUTE HIGH ALASKA H1/2	20
ELAK1	131	ENROUTE LOW ALASKA L1/2	1
ELAK3	131	ENROUTE LOW ALASKA L3/4	1
EHUS1	131	ENROUTE HIGH US H1/2	1
EHUS3	131	ENROUTE HIGH US H3/4	1
ELUS33	131	ENROUTE LOW US L33/34	1
ELUS35	131	ENROUTE LOW US L35/36	1

Total number of Packages: 1

FAA Mission Support Services
AeroNav Products
Logistics Group
Distribution Team AJV-372
10201 Good Luck Road
Glenn Dale, MD 20769-9700

V I P PILOT CENTRE INC
V I P PILOT CENTRE INC
1375-12 MARIE-VICTORIN

ST-BRUNO, QC J3V 6B7
Canada

Date: 2010-11-09
Order No.: S5268144
Customer No.: 700407
P.O. No.:
Shipping Method:
IFE

Special Instructions/Remarks:

Shipment contains navigational maps, charts, publications, and related materials produced in the USA. Questions about this order? Call 1 (800) 638-8972

Product	Edition	Description	Qty
EHUS1	131	ENROUTE HIGH US H1/2	20
EHUS3	131	ENROUTE HIGH US H3/4	20
EHUS5	131	ENROUTE HIGH US H5/6	20
EHUS7	131	ENROUTE HIGH US H7/8	20
EHUS9	131	ENROUTE HIGH US H 9/10	20

Total number of Packages: 2

Value of Shipment: \$2170.00

Appendix J

FROM: NIMA C/O CONTRACTOR 1234 MAIN STREET ANYWHERE USA 12345 Official Business Penalty for Private Use \$300		FIRST-CLASS MAIL POSTAGE & FEES PAID NIMA PERMIT NO. G-2 ID# 227679
TO: HS LIGHT 43 DET 5 DMA PRODUCTS UNIT 25212 FPO AP 96601-5514		
PF Package Size: ELUS27 ELUS25 ELUS23 ELUS21 ELUS19 ELUS17 ELUS16 ELUS13 ELUS11 ELUS9 QTY. MAP S/N 1	AREA ELUS1 ELUS3 ELUS6 ELUS7 ELAKSET ELAK3 ELAK1 ELAK1 ELAKSET ELUSSET ELUSSET ELUSW ELUSE QTY. MAP S/N 1	
FROM: NIMA C/O CONTRACTOR 1234 MAIN STREET ANYWHERE USA 12345 Official Business Penalty for Private Use \$300		FIRST-CLASS MAIL POSTAGE & FEES PAID NIMA PERMIT NO. G-2 ID# 227664
TO: HELICOPTER ANTISUB SQDN LIGHT 49 DET 8 PO BOX 357135 NAS NORTH ISLAND SAN DIEGO CA 92135-7135		
PF Package Size: ELUS27 ELUS25 ELUS23 ELUS21 ELUS19 ELUS17 ELUS15 ELUS13 ELUS11 ELUS9 QTY. MAP S/N 1	AREA ELUS1 ELUS3 ELUS6 ELUS7 ELAKSET ELAK3 ELAK1 ELAK1 ELAKSET ELUSSET ELUSSET ELUSW ELUSE QTY. MAP S/N 1	

UNCLASSIFIED

Appendix K

NATIONAL GEOSPATIAL-INTELLIGENCE AGENCY
GENERAL AND TECHNICAL PROVISIONS
FOR
DISTRIBUTION
of
DoD
FLIGHT INFORMATION PUBLICATIONS
BOOKS and CHARTS



FIRST EDITION
MAY 2005

Prepared By
NATIONAL GEOSPATIAL-INTELLIGENCE AGENCY
MEDIA GENERATION SERVICES
ARNOLD, MO 63010

1. PURPOSE AND SCOPE:

UNCLASSIFIED

- a. These instructions are for the packaging and distribution of the DoD Flight Information Publications (FLIPs) books, charts and related publications. No deviation shall be made from these instructions unless specifically authorized by the National Geospatial-Intelligence Agency (NGA).
 - b. Conformance to these instructions will ensure all FLIP products are distributed in accordance with approved methods and standards.
2. **APPLICABILITY:** These instructions apply to all activities involved in the distribution of DoD FLIP products.
3. **SUPERCEDES:** TI/IFA/COI, 2nd Edition, June 1992.
4. **SECURITY:** This technical instruction is unclassified.
5. **DEFINITIONS:**
 - a. Overseas/OCONUS (Outside the Continental United States) shipments are those addressed to foreign countries, US territories, APO/FPOs, and Department of State Pouch Room.
 - b. Domestic/CONUS (Within the Continental United States) shipments are those addressed to within the Continental United States including Alaska and Hawaii.
 - c. Military Post Office is a branch of the U.S. Civil Post Office operated by the Army, Navy, Air Force or Marine Corps to serve military personnel afloat or overseas. The term includes Army-Air Force Post Offices (APOs) and Navy Fleet Post Offices (FPOs). Military Post Offices provide postal service for military personnel in areas where the US Civil Postal Service does not operate and in places where the military situation requires. These units are authorized and discontinued by the Postal Service and changes are published in the USPS Postal Bulletins.
6. **MODING, PACKAGING AND DISTRIBUTION REQUIREMENTS:**
 - a. Data File Transfer:
 - (1) Contractor will be provided a data file in the following format Electronic Data File (EDI) from NGA and various other media from FAA (EDI, Internet).
 - (2) Contractor will be required to possess necessary equipment to receive, read, and manipulate the data file to produce the following documents and reports:

any other reports? Hardcopy or softcopy desired?

- a. Labels and shipping documentation
 - b. Report showing the customers shipped to
 - c. Report showing the quality control
- b. Contractor will determine the mode of delivery which ensures all the FLIP products are delivered in undamaged condition to all customers no later than three (3) days prior to product effective date. Contractor will ensure molding, packing and distribution is in compliance with the following documents:
 - (1) Domestic Mail Manual (DMM)
 - (2) International Mail Manual (IMM)
 - (3) USPS Postal Bulletins
 - (4) Military Standard (MIL-STD) 129M
 - (5) NGA Quality Control Manual for the Distribution of Flight Information Publications (FLIPS)
- c. FLIPSs shall be rate-shopped for mode of delivery, packed, marked and labeled for shipment in accordance with the documents identified above. Contractors may obtain single copies of the Military Standard and Federal Specifications from the nearest General Services Administration (GSA) Regional Office. The mail manuals may be purchased from the Superintendent of Documents, US Government Printing Office, Washington, DC 20402. The contractor will be required to maintain a current file of these publications.

7. SPECIAL LABELING AND MARKING REQUIREMENTS:

- a. Due to the criticality of customer receipt of FLIP books/charts, a special label/marketing is required to be affixed/preprinted on each FLIP package (be it a box, envelope or other container). The label/marketing is a message which states 'CRITICAL TO FLYING SAFETY'. The government will provide the contractor a sample of the label to be affixed. The labels are NGA Form 4501 -1 (large size 4"x4") and NGA Form 4501-2 (small size 2.7"x2.7") and will be either gummed or pressure sensitive. The contractor shall determine, based on package/box/envelope/container size, which size label to be used. The label shall be placed on all four sides of each addressed package/box/container. The label shall not be covered with opaque tape or other opaque material, which may obscure the "Critical to Flying Safety" message. On flat envelopes and shrink-wrapped packages, the label shall be placed in the lower left corner on the address side.
- b. The contractor may elect to provide their own labels or obtain pre-printed boxes/envelopes/containers with the NGA Form 4501-1 or NGA Form 4501-2 information. These preprinted boxes/envelopes/containers will adhere to the following format:

- (1) In all cases, the printing format, size and wording shall be identical to NGA Form 4501-1 or NGA Form 4501-2 and will be printed in color Red (SPC 63542). The printed size shall be no smaller than either NGA form but may be larger to improve clarity.
- (2) Information shall be printed on each of the four sides of the box/container and lower left corner (address side) of envelopes. Care must be taken to ensure the "Critical to Flying Safety" message is not placed in such a location as to be obscured during box/envelope/ container shipment preparation.

8. SPECIAL DISTRIBUTION REQUIREMENTS:

- a. APO/FPO Drop Shipments: Drop shipments are specific APO/FPO mail shipments designated for delivery to a specified airport or general mail facility. Drop shipments must include the Ad Plate imprint along with the Penalty Mail imprint when metered. An Ad Plate imprint includes:

CITY
DROP SHIPMENT
AUTHORIZATION (Number)

To determine which Ad Plate is appropriate, match the Ad Plate imprint city to the corresponding APO/FPO listed below:

<u>Address</u>	<u>Ad Plate</u>
APO/FPO AE (09)	Newark, NJ
APO/FPO AP (96)	Daly City, CA
APO/FPO AA (34)	Miami, FL

Any address depicting APO/FPO for AE, AP or AA shall be distributed via APO/FPO drop shipment procedures. Drop shipments must be metered with a drop shipment as being delivered at the airport or general mail facility.

- b. Foreign Military Sales (FMS) Case Shipments: There is a need for special handling of some FMS shipments (France, Germany, Belgium, etc.) The contractor will adhere to these instructions when received from the CO or their representative.

9. **CHANGES/COMMENTS TO THESE INSTRUCTIONS:** Recommended changes or comments to these instructions shall be keyed to a specific page(s), paragraph(s) and line(s) of text. A basis for the recommended change or comments shall also be provided. Point of Contact (POC) for these instructions is:

NGA
EDMGA MS J-19
Attn: John E. Thomas
3838 Vogel Road

UNCLASSIFIED

Arnold, MO 63010
Phone number: (314) 260-5025

UNCLASSIFIED

Please pay the contractor: \$ 000,000.00



FOUR COLOR ENROUTE CHARTS PDF TRACKING / APPROVAL RECORD

Appendix N

	Post PDF on FAA ftp Server			Contractor to Inform PDF Downloaded			Pre-Press Proofs Received		Press Proofs Received			
	File Posted	Re-post		File Processed			Received	Cleared	Received	Cleared		
1	US L-1											
2	US L-2											
3	US L-3											
4	US L-4											
5	US L-5											
6	US L-6											
7	US L-7											
8	US L-8											
9	US L-9											
10	US L-10											
11	US L-11											
12	US L-12											
13	US L-13											
14	US L-14											
15	US L-15											
16	US L-16											
17	US L-17											
18	US L-18											

Effective Date: _____
Date Posted on FTP: _____



FOUR COLOR ENROUTE CHARTS PDF TRACKING / APPROVAL RECORD

Appendix N

	Post PDF on FAA ftp Server		Contractor to Inform PDF Downloaded		Pre-Press Proofs Received		Press Proofs Received		
	File Posted	Re-post	File Processed		Received	Cleared	Received	Cleared	
19	US L-19								
20	US L-20								
21	US L-21								
22	US L-22								
23	US L-23								
24	US L-24								
25	US L-25								
26	US L-26								
27	US L-27								
28	US L-28								
29	US L-29								
30	US L-30								
31	US L-31								
32	US L-32								
33	US L-33								
34	US L-34								
35	US L-35								
36	US L-36								
37	A-1								
38	A-2								

Effective Date: _____
Date Posted on FTP: _____



FOUR COLOR ENROUTE CHARTS PDF TRACKING / APPROVAL RECORD

Appendix N

	Post PDF on FAA ftp Server		Contractor to Inform PDF Downloaded		Pre-Press Proofs Received		Press Proofs Received		
	File Posted	Re-post	File Processed		Received	Cleared	Received	Cleared	
39	US H-1								
40	US H-2								
41	US H-3								
42	US H-4								
43	US H-5								
44	US H-6								
45	US H-7								
46	US H-8								
47	US H-9								
48	US H-10								
49	US H-11								
50	US H-12								
51	AK H-1								
52	AK H-2								
53	AK L-1								
54	AK L-2								
55	AK L-3								
56	AK L-4								

Effective Date: _____
Date Posted on FTP: _____



IFR ENROUTE CHARTS PRE-PRESS CLEARANCE

Appendix O

effective date
11 FEB 2010

	CHART	1/19/2010-1	1/19/2010-2	1/20/2010											COMMENTS
W	US L-1														
W	US L-2														
W	US L-3														
W	US L-4														
W	US L-5														
W	US L-6														
W	US L-7														
W	US L-8														
W	US L-9														
W	US L-10														
W	US L-11														
W	US L-12														
W	US L-13														
W	US L-14														
W	US L-15														
W	US L-16														
E	US L-17														
E	US L-18														
E	US L-19														
E	US L-20														
E	US L-21														
E	US L-22														
E	US L-23														
E	US L-24														
E	US L-25														
E	US L-26														
E	US L-27														
E	US L-28														
E	US L-29														
E	US L-30														
E	US L-31														
E	US L-32														
E	US L-33														
E	US L-34														
E	US L-35														
E	US L-36														
E	A-1														
E	A-2														

C-Cleared
R - Resend (see comments)



IFR ENROUTE CHARTS PRE-PRESS CLEARANCE

Appendix O

effective date
11 FEB 2010

	CHART	1/19/2010-1	1/19/2010-2	1/20/2010											COMMENTS
W	AK H-1														
W	AK H-2														
W	AK L-1														
W	AK L-2														
W	AK L-3														
W	AK L-4														
W	US H-1														
W	US H-2														
W	US H-3														
W	US H-4														
E	US H-5														
E	US H-6														
E	US H-7														
E	US H-8														
E	US H-9														
E	US H-10														
E	US H-11														
E	US H-12														
	ELCBA1														
	ELCBA2														
	ELCBA3														
	ELCB1														
	ELCB2														
	ELCB3														
	ELCB5														
	ELCB6														
	EPHI1														
	EPHI2														

C-Cleared

R - Resend (see comments)



IFR ENROUTE CHARTS PROOF/PRINT CLEARANCE

Appendix P

effective date

11 FEB 2010

	CHART	RECEIVED	CLEARED	COMMENTS
W	US L-1			
W	US L-2			
W	US L-3			
W	US L-4			
W	US L-5			
W	US L-6			
W	US L-7			
W	US L-8			
W	US L-9			
W	US L-10			
W	US L-11			
W	US L-12			
W	US L-13			
W	US L-14			
W	US L-15			
W	US L-16			
E	US L-17			
E	US L-18			
E	US L-19			
E	US L-20			
E	US L-21			
E	US L-22			
E	US L-23			
E	US L-24			
E	US L-25			
E	US L-26			
E	US L-27			
E	US L-28			
E	US L-29			
E	US L-30			
E	US L-31			
E	US L-32			
E	US L-33			
E	US L-34			
E	US L-35			
E	US L-36			
E	A-1			
E	A-2			



IFR ENROUTE CHARTS PROOF/PRINT CLEARANCE

Appendix P

effective date

11 FEB 2010

	CHART	RECEIVED	CLEARED	COMMENTS
W	AK H-1			
W	AK H-2			
W	AK L-1			
W	AK L-2			
W	AK L-3			
W	AK L-4			

W	US H-1			
W	US H-2			
W	US H-3			
W	US H-4			
E	US H-5			
E	US H-6			
E	US H-7			
E	US H-8			
E	US H-9			
E	US H-10			
E	US H-11			
E	US H-12			

	ELCBA1			
	ELCBA2			
	ELCBA3			
	ELCB1			
	ELCB2			
	ELCB3			
	ELCB5			
	ELCB6			
	EPHI1			
	EPHI2			